

RAVENNA TOWNSHIP BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING OF FEBRUARY 26, 2019

The Ravenna Township Board of Trustees met in Regular Session at the Ravenna Township Trustee's Meeting Room, 6115 Spring Street, Ravenna, Ohio, on February 26, 2019. Trustee Hank Gibson called the meeting to order at 7:03 P.M.

Roll call showed the following present: Trustees Vince Coia, Hank Gibson, Zoning Inspector Jim DiPaola, Fire Chief Mark Kozak, Road Superintendent Ray Taylor and Assistant Fiscal Officer Jon Summers. Trustee Pat Artz and Fiscal Officer Gail Pittman were absent. Sarah Lund-Goldstein was in the audience.

REGULAR BUSINESS

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Public Hearing of February 12, 2019. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

A motion by Vince Coia, seconded by Hank Gibson to approve the minutes of the Regular Meeting of February 12, 2019. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Hank announced the correspondence book was present and available for public viewing.

A motion by Hank Gibson, seconded by Vince Coia to approve payroll warrants for March 1, 2019 in the amount of \$48,221.22 and other warrants in the amount of \$16,909.98 with warrants over \$1,000.00 being read aloud for approval. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

AUDIENCE

Sarah spoke about the OHRAB grant opportunity for the preservation of the Grandview Memorial files. She has written the proposal to purchase 4500 file preservation folders and labels, 100 preservation boxes for the files and a standalone backup hard drive. Her labor for the project, from April 1 through December 31, 2019 can be used as the required financial matching.

A motion by Vince Coia, seconded by Hank Gibson to authorize Sarah to submit the OHRAB grant application for the preservation of the Grandview Memorial records. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

OLD BUSINESS:
TRUSTEES

Vince said he attended the latest Township dinner meeting. There is going to be an organizational meeting this Thursday, February 28th in Brimfield that he will be attending.

FISCAL OFFICER

Gail has finished the UAN year end closing and the year end financials were submitted timely to the State Auditor. She has set the 2019 permanent appropriations and is ready to submit them to the County Auditor for certification once they are approved by the Trustees. Once certified, she will then be able to enter them on the books and write POs against them.

RES # 19-019 A motion by Hank Gibson, seconded by Vince Coia to approve the 2019 permanent appropriations as presented by the Fiscal Officer. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Prospective projects for the 2019 NOPEC grant have been discussed, but it is necessary to approve which ones are actually to be submitted for the grant.

RES # 19-020 A motion by Hank Gibson, seconded by Vince Coia to authorize and approve participating in the 2019 NOPEC grant for the following projects: Replacement of the upper bay doors in the Fire Department using H&W Door Co. and the repair/upgrading of the HVAC system. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

DEPARTMENTAL REPORTS

ROAD DEPARTMENT

Road Superintendent Ray Taylor reported the following:

The rear window of the Super N backhoe shattered. The replacement window is available from Southeastern Equipment at a cost of \$480.70.

The road crew has been filling potholes and cleaning from storm damage. They had 5 trees blow down on Sunday.

Ray is getting estimates from the county for the 2019 chip and seal projects and also for repaving the Phase 1 portion of Hidden Brook Dr.

Hank mentioned the gas tax increase the government is trying to push through. The Township should be seeing an increase of revenue when that passes.

GRANDVIEW CEMETERY

There has been five burials and 2 lot sales since the last meeting.

Ray discussed a person who had purchased and has produced deeds for two spaces in the mausoleum which, upon checking, are already occupied. They said they are fine with receiving 2 niche spaces in the prayer columbarium if the Trustees are open to that.

A motion by Vince Coia, seconded by Hank Gibson to approve the exchange of 2 spaces from the mausoleum to the prayer columbarium. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ZONING DEPARTMENT

Zoning Inspector Jim DiPaola was present and reported the following:

The BZA met February 13, 2019 to continue the hearing for 2019 BZA 01, Cost U Less Storage, 2904 SR59. The BZA granted the property owners request to have the sign change every 8 seconds instead of every 20 seconds.

A Status Hearing was held on Friday, February 15, 2019 regarding the illegal garage at 3496 Ash Street. There will be an additional hearing held on March 11, 2019 that Jim will attend.

The updated Zoning Code is on the Township's website. The Code has been printed and is being distributed to the Trustees, Zoning Commission and BZA. Jim will file the Code with the County Recorder.

The JEDD Commission will meet with the Trustees for a work session on March 5, 2019 at 7PM.

LIAISON

Jim attended the Ravenna Economic Development Director meeting. The committee is requesting that a Trustee be appointed to the three person Board to which the Economic Development Director would report.

A motion by Hank Gibson, seconded by Vince Coia to appoint Vince Coia, and Hank Gibson as the alternate, to the Ravenna Economic Development Board. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

FIRE DEPARTMENT

Fire Chief Mark Kozak was present and reported the following:

The chief presented the recognition letter he had written for Captain Evans for his years of service to the Township. The Trustees signed it.

The Walmart grant has been submitted.

Chris Meduri approved the senior project proposal presented by Captain Blubaugh's son.

Mark said that the State of Ohio has no Fire Investigator certification. Mark would like to have Capt. Blubaugh and himself join the National Association to be certified as Fire Investigators.

A motion by Hank Gibson, seconded by Vince Coia to authorize Chief Kozak and Capt. Blubaugh to join the National Association of Fire Investigators sign up for testing at a cost of \$380. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Firefighter Joseph has submitted his letter of resignation.

RES # 19-021 A motion by Hank Gibson, seconded by Vince Coia to accept the resignation letter of Firefighter Joseph effective February 22, 2019. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Chief Kozak would like to hire another part time firefighter to maintain the level of service.

RES # 19-022 A motion by Hank Gibson, seconded by Vince Coia to hire August Weir as Part Time Firefighter at the rate specified per CBA. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Part time Firefighter Coleman completes his 1-year probation period as of tomorrow, February 27, 2019.

The Ravenna Police Department is giving the Fire Department 8 old MARCS radios. Mark will need to get them programmed and get batteries.

A motion by Hank Gibson, seconded by Vince Coia to accept the 8 MARCS radios donated by the Ravenna Police Department. R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Unit #2411 and Unit #2400 both need tires.

Four air packs are out for repairs.

NEW BUSINESS

TRUSTEES

Our representative's appointment to the PARTA board is expiring soon. We will need to find a replacement by the end of June.

FISCAL OFFICER

RES # 19-023 A motion by Vince Coia, seconded by Hank Gibson to approve the following POs and BCs:

- a. PO #129-2019 in the amount of \$15,000.00 to City of Ravenna for the Economic Director position from the General fund
- b. PO #130-2019 in the amount of \$600.00 to Southeastern Equipment Co for truck repairs from the Road fund.

- c. PO #131-2019 in the amount of \$3,000.00 to Municipal Emergency Services for air packs from the Fire fund.

R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

Financial reports were distributed to the Trustees and department heads in Excel spreadsheets.

RES # 19-024 A motion by Hank Gibson, seconded by Vince Coia to accept and approve the January bank reconciliation and financial reports as presented by the fiscal officer.

R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ADJOURNMENT

A motion by Vince Coia, seconded by Hank Gibson to adjourn the meeting at 8:18 pm.

R/C: Mr. Coia, yes; Mr. Gibson, yes. Motion Passed.

ATTEST:

CHAIR

TRUSTEE

FISCAL OFFICER

TRUSTEE